

How to Use CLT07, Clothing, Uniforms, Footwear, Accessories and Personal Care Products Statewide Contract

Contract #: CLT07	Contract Duration: 04/01/2015 to 3/31/2016
MMARS #: CLT07*	Options to renew: 1 year renewal option. Max end date 3/31/2017.
Contract Manager:	Stephen Lyons – 617-720-3373 – steve.lyons@state.ma.us
This contract contains:	Supplier Diversity Office (SDO), Environmentally Preferable Products (EPP), and Prompt Pay Discount Programs (PPD)
Last change date:	03/13/2015

Contract Summary

This is a cooperative contract between the Commonwealth of Massachusetts and the State of Connecticut for **Clothing, Uniforms, Footwear, Accessories and Personal Care Hygiene Supplies**, for which Massachusetts is the lead state. This contract includes other related clothing items, with awards covering the following 14 categories:

Commodity Group
Athletic Wear
Environmentally Preferable Clothing
Footwear
Healthcare (Health Care and Patient Care Apparel)
Hosiery
Hygiene Supplies
Mass State Police and DOC Uniforms
Miscellaneous Items/Services
Nightwear
Outerwear
Rental of Clothing
State of Connecticut State Police Stratton Hats
Underwear
Uniforms

Where to Obtain Important Contract Information in COMMBUYS

To obtain in-depth contract information, sign in to the [COMMBUYS](#) website, click on the magnifying glass Search icon in the top right corner, select Document Type “Contracts/Blankets”, then search by Contract/Blanket Description: “CLT07”, to locate the following contract information (plus much more) in the Attachments tab:

- Contract User Guide
- Request for Response (RFR)

How to Purchase through This Contract in COMMBUYS

This section is intended to provide guidance for purchasing items specific to statewide contract CLT07. For general guidance regarding COMMBUYS, please utilize OSD's training resources at <http://www.mass.gov/osd>.

To begin, create a new requisition.

1. In the drop-down menu for Requisition Type, be sure to select "Release", and then click "Save and Continue".
2. Click the "Item" tab, and then click "Search Items".
3. Click to expand the Advanced Search. Then type "CLT07" into the "Description" field. You may make use of several search techniques:
 - a. Search the item's description by typing your query in the "Item Description" field.
 - b. Search by UNSPSC code. CLT07 items mainly fall under 53-10: Clothing or 53-11: Footwear.
 - c. Search by vendor in combination with either of the above techniques.
4. For each item you wish to purchase, indicate the desired quantity and add to the requisition by either adding to the requisition and exiting, or adding to the requisition and proceeding to the next page of items. For items that specify a volume range, be sure the desired quantity falls within the range.
5. When you are finished shopping, click "Save and Continue".
6. Next, click the "Vendor" tab and select a remit-to address, then click "Save and Continue".
7. Review content on each tab to ensure the requisition meets your organization's needs.
8. Submit the requisition for approval.

For repeat orders, open a previous order, navigate to the bottom of the order, and click "Clone PO" to populate the old information to a new order.

Benefits and Cost Savings

- Contract pricing REVISED to reflect an MSRP (Manufacturers Suggested Retail Price) less a per cent,
- More items are available under the MSRP discount pricing without all items being shown,
- Items not listed are available from the referenced catalog at the same discount listed for a category,
- Volume discounts vary based on manufacturers and extended to those ordering,
- Orders can be aggregated by the vendor for volume discounts – contact your vendor.

Who Can Use This Contract?

Applicable Procurement Law: MGL c. 7, § 22; c. 30, § 51, § 52; 801 CMR 21.00

Eligible Entities:

01. Cities, towns, districts, counties, and other political subdivisions;
02. Executive, Legislative, and Judicial branches, including all Departments and elected offices therein;
03. Independent public authorities, commissions, and quasi-public agencies;
04. Local public libraries, public school districts, and charter schools;
05. Public Hospitals owned by the Commonwealth;
06. Public institutions of high education;
07. Public purchasing cooperatives;
08. Non-profit, UFR-certified organizations that are doing business with the Commonwealth;
09. Other States and Territories with no prior approval by the State Purchasing Agent required; and
10. Other entities when designated in writing by the State Purchasing Agent.

Pricing and Purchase Options

Purchase Options: Purchases will be direct, outright purchases with no delivery charges. Comparing prices against other vendors for the same or similar products is suggested and represents good purchasing practices. Vendor prices may be found within their respective catalogs in COMMBUYS, with pricing attachments also to be found under the “Attachments” tab within the vendor’s PO. For volume discounts contact the vendor directly.

Pricing is focused more on a discount percent from a catalog price list, while a few vendors remain at a cost plus structure. Items not listed on the vendor’s price list are available at the same discount or mark up for the category being purchased from with the same conditions as for items listed.

Vendor List and Contract information

Vendors	Telephone Number	Email Address
All Sports - Heroes Uniforms	978-452-1976 ext. 352	mmcatamney@allsportsheroes.com
Andrea’s Police Supply	508-821-5815 ext. 101	jvthayer@andreaspolicesupply.com
Aramark Uniform	800-785-2299 ext. 713119	diane.macmillan@uniform.aramark.com
Bob Barker Company, Inc.	800-334-9880	bidnotices@bobbarker.com
Company Store, Inc.	508-646-0071	uniforms@costu.comcastbiz.net
Darter Specialties, Inc.	203-699-9805	alice@darterpress.com
Doughboy Police and Fire Supply	617-282-2677	info@doughboyuniforms.com
Fairfield Uniform Co. (CT only)	203-335-9941	fairfielduniform@aol.com
First Defense Supply (Worcester County)	978-343-0019	jawcpe@verizon.net
Graphic Productions, Inc.	781-749-8828	graphicspro@msn.com
Guardian Uniform and Supply	413-858-8880	terry@guardianuniform.com
Horwitz Career Apparel & Uniforms	203-931-9700 ext. 301	rhowitz@horwitzuniforms.com
Keefe Group	732-509-0127	lpalmisano@keefegroup.com
Kenai Sports, LLC	617-651-0697	cbogoian@kenaisports.com
Massachusetts Correctional Industries	508-850-1070 ext. 1071	denise.raynor@state.ma.us
MG Products, LLC	978-352-5042	leanne@mgproducts.net
OD Taragin & Bros	410-276-7570	odtar@erols.com
PrintabiliTees, LLC	203-322-3390	jere@printabilitees.com
Razz-m-Tazz Promotions, LLC	978-874-0502	gail@razz-m-tazz.com
Security Uniforms, Inc.	860-224-1773	security-uniforms@snet.net
Tracy’s Products, LLC	203-787-2013	tracysproducts@aol.com
Trippi’s Uniforms	508-755-4721	trippisuniforms@townisp.com
Uniforms Manufacturing, Inc.	480-368-9316 ext. 102	emily@umidirect.com

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